

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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March 9, 2006

County Alcohol and Drug Program Administrators:

One week from today is the deadline for all counties in California to submit their January 2006 data submissions under the new California Outcomes Measurement System (CalOMS--Treatment) as required by the current Net Negotiated Amount (NNA) contract. This letter is being sent to all county AOD administrators regardless of production status to inform you of the extension process.

The current NNA contract requires that counties request an extension if they are not going to meet the March 15, 2006, data submission deadline. The Department of Alcohol and Drug Programs (ADP) has established the following process for counties to request such an extension. All extensions must be received by the March 15, 2006, deadline or ADP will implement the three-letter compliance process described in the NNA contract.

Extension Request

Counties wanting an extension of the CalOMS Treatment deadline must submit their request in writing according to either the Tier 1 or Tier 2 requirements below. This includes counties that may have already communicated with ADP in some manner regarding their county's CalOMS status and need for an extension.

Tier 1

Counties that are currently in active certification testing of their CalOMS systems or completing subsequent transition activities, as listed on Attachment 1, and who will be able to submit their initial CalOMS data file for the January 2006 report month by April 7, 2006, may submit a simplified extension request by letter. The letter must indicate the requested extended deadline (not later than April 7, 2006) and their commitment to meeting this extended deadline.

Tier 2

Counties that are not currently in active certification testing of their CalOMS systems may request an extension by letter and must provide all of the following information:

1. Describe the current status of your CalOMS Treatment system development and the reason(s) the county cannot meet the March 15th deadline.
2. Identify the requested extension date to submit CalOMS Treatment data.



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<http://www.flexyourpower.ca.gov>

3. Describe the good-faith efforts the county has undertaken to meet the established CalOMS Treatment deadline and any challenges you encountered, including:
 - a. Describe the efforts you have undertaken to clean-up your existing open CADDs cases.
 - b. Confirm and describe how the county has been collecting the full CalOMS data set for all county and county-contracted providers beginning January 1, 2006.
4. Identify the interim milestones with dates you will meet to expedite the submittal of CalOMS Treatment data (provide dates). If using a vendor, confirm milestone dates with your vendor.
 - a. Complete a Readiness Assessment conference call with ADP.
 - b. Complete in-house, county-level system testing.
 - c. Complete your CADDs data cleanup.
 - d. Start active certification testing of your CalOMS system with ADP.
 - e. Submit production files.
5. Describe the contingency plan you will implement should you encounter problems implementing your primary CalOMS solution.
6. Schedule a Readiness Assessment conference call with ADP. Contact Ann MacDowell at amacdowell@adp.ca.gov or (916) 327-4899.

All extension requests must be signed by the County AOD Administrator and should be faxed to ADP, to my attention, at (916) 323-0653 with hard copies mailed.

For any extension granted, if interim milestones or the extended deadline are missed, ADP will begin the three-letter compliance process. No extension to submit 2006 CalOMS Treatment data will be granted beyond July 10, 2006 (as specified in the NNA contract).

Approval Criteria

ADP will evaluate each extension request using the following criteria. The county must have:

- ▶ Collected the full CalOMS dataset for all transactions starting no later than January 1, 2006.
- ▶ Submitted a complete extension request by March 15, 2006.
- ▶ Made good faith efforts to develop and implement their CalOMS system and kept ADP informed of the barriers they have encountered.
- ▶ Have proposed a compliance/extension plan that is reasonable, attainable and provides for contingencies.

ADP stands committed to help you be successful in meeting your CalOMS obligations as well as realizing the promise of CalOMS in helping to identify and implement data-driven best practices for the treatment of California's AOD clients and the betterment of their families and communities.

County AOD Administrator
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Please contact me at mmckisson@adp.ca.gov or (916) 327-4178 if you have further CalOMS questions.

Sincerely,

[Original signed]

MARJORIE MCKISSON
CalOMS Project Director
Program Services Division

Attachment

CalOMS Extension Process

Attachment 1

The following list of counties are either currently in active certification testing of their CalOMS systems or completing subsequent transition activities and are eligible to submit a simplified (Tier 1) CalOMS extension request as described above:

Calaveras
Del Norte
El Dorado
Inyo
Kings
Lake
Merced
Modoc

Nevada
Placer
San Diego
Shasta
Sonoma
Tulare
Western Pacific
Yolo